

1710.20 Scientific Collectors

Issued January 1, 1994

SUBJECT: Scientific Collectors.

APPLICATION: Executive Branch Departments and Sub-units, Community Colleges and State Universities.

PURPOSE: To provide the procedure for obtaining a scientific collectors permit.

CONTACT AGENCY: Department of Natural Resources (DNR) - Fisheries Division.

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FAX:

SUMMARY: When animals such as fish, reptiles, amphibians, mollusks and crustaceans must be collected for research or education, and cannot reasonably be obtained or possessed under provisions of the sport or commercial fishing laws, the Director of the DNR has the authority to issue permits for the taking.
Scientific collectors permits may be issued in any of the following requested categories:
Category 1: Valid Until Revoked.
Issued to permanent employees of the DNR and US Fish and Wildlife Service and to State university and college professors. Such permits may be issued at any time of the year. They remain valid as long as the permittee continues as a permanent employee of the agency or institution, or until revoked.
Category 2: Annual.
Issued to most other applicants (outside the perimeters of the Valid Until Revoked Permit). Such permits may be issued at any time of the year, but expire as of December 31 of the year issued.
Category 3: Limited Period Permits.
Issued for a specific length of time for hatcheries, rearing ponds, experimental fishing or special survey or research projects.

APPLICABLE FORMS: Form PR-8114, Fisheries Permit Application.
Form PR-8114-3, Fisheries Permit.

PROCEDURES:

Agency/Applicant:

- Establishes a need for the collection, culture or scientific study of any kind of fish, reptile, amphibian, mollusk, or crustacea, when sufficient authority is not available through provisions of the sportfishing, commercial fishing, or other laws.
- Submits a request to the Fisheries Division for application form, PR-8114.

Fisheries Division:

- Provides application form to prospective permittees.

Agency/Applicant:

- Returns completed application form, dated and signed, for review by the Fisheries Division's recreational fisheries specialist or research program manager.

- Supervisors, professors, teachers and/or leaders desiring to have permitted helper(s) must, on his/her application for permit, document the full name(s) of each assistant/helper for the issuance of individual I.D. cards.
- To be considered for permit approval, students must obtain the signature of their sponsoring professor or teacher on the application form.

Divisional Recreational Fisheries Specialist/Research Program Manager:

- Qualifies prospective applicant(s) in relation to permit criteria.
- Issues permit and individual I.D. card(s), within a reasonable period of time, but not more than 45 days, listing all permit restrictions or conditions.
 - In order to insure a named responsibility to the permit conditions, permits are issued only to individual applicants, and not to companies, corporations or other business entities.
- Encloses, with permit, catch report sheets.
- Provides information on field contacts (names, locations and phone numbers) to permittee. If work is in the Great Lakes, the name and phone number of the appropriate Great Lakes Fisheries Station will also be forwarded.
- Informs large collectors, operating over a wide area of the State, if they are responsible for initiating contacts with the DNR regional office, as well as the districts involved, prior to exercising permit privileges.
- Instructs permittees to maintain collections at specified minimum requirements and advises on standard procedures for fish taken in excess of scientific needs.
 - Mails copies of the permit to the respective District Fisheries and Law Supervisors, where permit conditions are enforced.
- Maintains file folders containing original application form, copies of issued permit, annual catch records and other pertinent information for each permittee. Folders are classified in categories indicating the different groups of permittees (e.g., State, federal, academic, and general public), at the discretion of the agent.

Agency/Permittee:

- Notifies appropriate District Fisheries and/or Law supervisors when and where they will be working, using the permit.
- May have to satisfy the district biologist with regard to sampling conditions, sampling locations, dates and types of gear utilized, as well as disposition of fish.
- Must contact the Fisheries Division, at the turn of each year, to request annual renewal of a permit and to submit their previous year's catch report, insuring the Division against violations of conditions or State fisheries laws.

Fisheries Division:

- Reviews annually submitted permit catch reports with appropriate central office and field staff to determine whether catches are reasonable and whether conditions of the permit are being secured.
- Considers, denies or approves renewal requests annually, after review of each permittee's previous year's catch report, in reference to conditions of the permit and State fisheries laws.
- Removes, from the active files, folders of permittees who have not requested renewal or in the case of "valid until revoked" permittees, when they have terminated their employment or left the state.
- Retains, for a two year period, a record of all inactive permits.

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